



**Iowa Tribe of Oklahoma – Office of Environmental Services  
2022-2023 (FY22) GAP Budget Narrative**

**PERSONNEL SALARY**

**TOTAL SALARY: \$61,097**

A total of \$58,531 is requested to pay for the salary of the OES Director @ 100% FTE and \$2,566 for OES Environmental Scientist, Deeon Joseph at 20% FTE. The OES Director provides administrative and technical support to the Iowa Tribe by developing and maintaining the OES Department. The responsibilities of the OES Director supervision of all OES departmental personnel, oversight of environmental programs, and completion of stated work and goals for GAP. This also includes grant management and tracking; writing and submitting quality assurance project plans, environmental proposals and grant applications, program/project progress reports; and performing program budget reports. The OES Environmental Scientist, Deeon Joseph, assists with grant tasks such as educational outreach and handling the duties of the ITO Recycling Program, aside from his primary duties funded via CWA 106.

**FRINGE BENEFITS**

**TOTAL FRINGE: \$19,779**

A total of \$19,779 is requested for Fringe Benefits @ a rate of 32.4% for salaried employees. The fringe benefits include 401K, FICA, unemployment (SUTA), workers' compensation, and health, vision, dental, and life insurances.

**TRAVEL**

**TOTAL TRAVEL: \$9,000**

**Out-of-State Travel:** A total of \$5,969 is requested for out-of-state travel for the OES Director to attend the RTOC, Tribal Summit, and the Tribal Lands & Environment Forum, and Jason Stream Restoration Conference. Costs include airfare, lodging, per diem rates (as authorized by GSA), personal vehicle mileage to/from airports, parking, rental car, taxi, etc. Other travels could take priority to attend trainings, workshops, and/or conferences to meet staffing needs.

**In-State Travel:** A total of \$3,031 is requested for in-state travel for the OES Director to the OWRA Annual Conference, AWQMS & Gold Systems Training, and up to two Tribal locations (Commitment #1.10).

**SUPPLIES**

**TOTAL SUPPLIES: \$2,086**

A total of \$2,086 is requested for general office and outreach supplies, which includes copier paper, plotter/printer ink cartridges and supplies, computer supplies, pens, pencils, files, folders, envelopes, brochure paper, flyer paper, materials for poster presentations, etc. Field supplies include high visibility vests, cool rags, insect repellent, waders or muck boots, trash-grabbers, etc. Supplies can also encompass recycling program consumables such as bags, gloves, signage, etc.

**CONTRACTUAL**

**TOTAL CONTRACTUAL: \$4,300**

A total of \$2,300 is requested to cover costs for the copier rental maintenance agreement. A total of \$2,000 is requested for an environmental fair/clean-up event, and/or dumpster rentals for such events. The funds will pay for a contractor to dispose of whatever waste is collected for the clean-up events.

**CAPITALIZED EQUIPMENT**

**TOTAL CAP. EQ.: \$14,000**

This is the requested amount for the additional laboratory equipment purchases, including a Hach Titralab AS1000 Series Sample Changer and associated application pack and accessories to accommodate previously purchased Hach AT1000 Potentiometric Titrator. This will greatly increase lab efficiency and assist in achieving better accuracy with our water chemistry samples.

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**OTHER**

**TOTAL OTHER: \$3,750**

A total of \$3,750 is requested for other costs. This covers \$1,940 for training programs; fuel (\$1,000); vehicle maintenance (\$500); membership fees for professional certifications (\$300); and postage (\$10).

**Overall Project Cost Break - Out**

<b>Total Direct Costs</b>	<b>\$114,012</b>
<b>Indirect Costs:</b> IDC at a rate of 37.60% is charged for administrative cost of accounting, property, procurement, audits, and personnel.	<b>\$35,988</b>
<b>Grand Total</b>	<b>\$ 150,000</b>

*The budget for Iowa Tribe application for EPA funding includes direct costs for preparing its proposal for this or future awards in an amount that does not exceed 5% of the total budget. The Iowa Tribe does not include the same costs in its indirect cost pool as that term is defined in 2 CFR Part 200, Appendix VII, Item B. 6. Additionally, no direct costs for preparing proposals for Federal awards have been allocated to the current accounting period as required by 2 CFR 200.460.*